

**DEPARTMENT OF WATER SUPPLY
COUNTY OF HAWAI'I
WATER BOARD MEETING
AGENDA**

MEETING DATE: October 23, 2012

TIME: 10:00 a.m.

PLACE: Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo, HI

1) CALL TO ORDER – 10:00 a.m. (*please turn cell phones off or set to silent*)

2) STATEMENTS FROM THE PUBLIC

3) APPROVAL OF MINUTES

- Minutes of the September 25, 2012, Water Board meeting

4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA

(Note: Addendum requires Roll Call Vote)

5) SOUTH HILO:

A. JOB NO. 2012-10 – REPAIR AND MAINTENANCE OF AIR CONDITIONING SYSTEM, WAIĀKEA OFFICE PLAZA, DEPARTMENT OF WATER SUPPLY:

Bids were opened on October 18, 2012, at 2:00 p.m., and the results will be reported at this meeting.

6) NORTH KONA:

A. KONA SEASCAPE – AMENDED FOURTH AMENDMENT OF WATER FACILITIES AGREEMENT:

(Deferred at the September 25, 2012, Board meeting.)

Owner of TMK (3) 7-3-010-053 ("Lot 4") seeks to clarify with an amendment to the Fourth Amendment of Water Facilities Agreement dated May 9, 2012, that the extension granted to provide engineering and design work applies to Lot 4, in addition to TMK (3) 7-3-010-052 ("Lot 3"), as the parcels are now owned by different entities.

RECOMMENDATION: It is recommended that Water Board approve the subject agreement, and that the either the Chairperson or Vice-Chairperson be authorized to execute the agreement, subject to review as to form and legality by Corporation Counsel.

B. AMENDMENT TO AGREEMENT REGARDING DEVELOPMENT OF SOUTH WAI‘AHA SYSTEM AND AMENDMENT TO AGREEMENT REGARDING DEVELOPMENT OF NORTH WAI‘AHA SYSTEM:

The developers of the South Wai‘aha System and North Wai‘aha System, Wai‘aha System, LLC and Wai‘aha System II, LLC, respectively, would like to amend the existing agreements. There will be new members, as previous members of each agreement have executed “redemption agreements,” releasing them from the respective agreements. There will be one amended agreement inclusive of both existing agreements identifying the terms and members of the agreement.

RECOMMENDATION: It is recommended that Water Board approve the subject agreement, and that the either the Chairperson or Vice-Chairperson be authorized to execute the agreement, subject to review as to form and legality by Corporation Counsel.

C. TIME EXTENSION TO AGREEMENT REGARDING DEVELOPMENT OF SOUTH WAI‘AHA WATER SYSTEM AND TIME EXTENSION TO AGREEMENT REGARDING DEVELOPMENT OF NORTH WAI‘AHA WATER SYSTEM:

The developer is requesting the Board approve a 30-day extension of the Agreement Regarding Development of the South Wai‘aha Water System and North Wai‘aha Water System.

RECOMMENDATION: It is recommended that Water Board approve the 30-day time extension of subject agreements, and that the either the Chairperson or Vice-Chairperson be authorized to execute the agreement, subject to review as to form and legality by Corporation Counsel.

7) KA‘U:

A. HAWAIIAN OCEAN VIEW ESTATES STANDPIPE FACILITY:

For discussion. Topics of discussion will include complaints regarding allocation of standpipe meters, and a proposal regarding reallocation of meters via a lottery system.

8) MISCELLANEOUS:

A. DEDICATION OF WATER SYSTEMS:

The Department has received the following documents for action by the Water Board. The water systems have been constructed in accordance with the Department's standards and are in acceptable condition for dedication.

- 1) **GRANT OF EASEMENT** (For Water Meter Purposes)
Grantor: Concept Construction, Inc.
Tax Map Key: (3) 2-2-025: portion 022

RECOMMENDATION: It is recommended that the Water Board accept these documents subject to the approval of the Corporation Counsel, and that either the Chairperson or the Vice-Chairperson be authorized to sign the documents.

B. AD HOC FINANCE COMMITTEE REPORT:

The Water Board's Ad Hoc Finance Committee Chairperson, Mr. Art Taniguchi, has been investigating the three focus areas (DWS's policies on credit card use, cash control and vehicle take-home), which encompass the scope of the Committee's work. At this meeting, the Committee may do the following:

- Discussion of DWS's cash handling procedures and proposed changes. Discussion may include a possible switchover to Oahu's billing system.

C. ENERGY MANAGEMENT ANALYST UPDATE:

The Energy Management Analyst will provide an update on significant changes or noteworthy areas relating to energy use and the Department's Green Initiatives.

D. MONTHLY PROGRESS REPORT:

Submission of Progress Report of Projects by the Department. Department personnel will be available to respond to questions by the Board regarding the status/progress of any project.

E. REVIEW OF MONTHLY FINANCIAL STATEMENTS:

Submission of financial statements and information relating to the financial status of the Department. Department personnel will be available to respond to questions by the Board relating to the financial status of the Department.

F. STRATEGIC AND BUSINESS PLANS UPDATE:

A quarterly progress report on the Strategic and Business Plans will be provided.

G. MANAGER-CHIEF ENGINEER'S REPORT:

The Manager-Chief Engineer will provide an update or status on the following:

- 1) Palani Road Transmission Waterline Project
- 2) Kawaihoni Tank update
- 3) Pu'ukala/Kona Ocean View Properties Subdivision Improvement District Update
- 4) Public Information and Education Specialist Update

H. CHAIRPERSON'S REPORT:

Chairperson will raise issues of interest to the Board.

8) ANNOUNCEMENTS:

1) Next Regular Meeting:

The next meeting of the Water Board will be held at 10:00 a.m. on November 27, 2012, at West Hawai'i Civic Center, Community Center, Bldg. G, 74-5044 Ane Keohokalole Hwy, Kailua-Kona.

2) Following Meeting:

The following meeting of the Water Board will be held at 10:00 a.m. on December 18, 2012, at Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo.

9) ADJOURNMENT

Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in this Water Board Meeting should contact Janet Snyder, Secretary, at 961-8050 as soon as possible, but no later than five days before the scheduled meeting. Notice to Lobbyists: If you are a lobbyist, you must register with the Hawai'i County Clerk within five days of becoming a lobbyist. {Article 15, Section 2-91.3(b), Hawai'i County Code} A lobbyist means "any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials." {Article 15, Section 2-91.3(a)(6), Hawai'i County Code} Registration forms and expenditure report documents are available at the Office of the County Clerk-Council, Hilo, Hawai'i.